

Financial Management Circular: #2010-2

Effective Date: July 12, 2010

General Subject: Job Classifications Normally Eligible for Premium Overtime Compensation

Authority: IC 4-15-1.8-7(b)
31 IAC 1-9-2
31 IAC 2-11-2

Application: This circular applies to employees in the PAT and POLE job categories.

All employees in PAT 5 level classifications are to be treated as though they were listed in 31 IAC 1-9-2(D)(1) and 31 IAC 2-11-2(D)(1).

Employees in the following PAT 4 level classifications are to be treated as though they were listed in 31 IAC-1-9-2(D)(1) and 31 IAC 2-11-2(D)(1).

Accountant 2RA4	Correctional Counselor 2DB4
Assessor Auditor 2RL4	Correctional Coordinator 2DC4
Behavioral Clinician 2AA4	Correctional Training Officer 2HF4
Biologist 1LC4	Criminal Intelligence Analyst 1VF4
Boiler Pressure Vessel Inspector 2WI4	Disability Claims Adjudicator 2WP4
Business Administrator 2TC4	Employment Counselor 2NC4
Cadre Team Leader 2HM4	Engineer Technologist 1DP4
Cadet Instructor 2HN4	Engineering Assistant 1DB4
Cadet Counselor 2HO4	Environmental Scientist 1LS4
Cadet Recruiter 2HP4	Environmental Engineer 1DO4
Child Labor Inspector 1GL4	Field Auditor 2RC4
Code Official 1GA4	Field Examiner 2RE4
Commodities Buyer 2TP4	Financial Institutions Examiner 2RD4
Commodity Examiner 2TO4	Forensic Scientist 1IF4
Construction Engineer 1DZ4	Highway Engineer 1DC4

Human Resources Associate 2NA4
Human Services Consultant 2AK4
Hydraulic Engineer 1DD4
Industrial Hygienist 1NA4
Information Specialist 2LA4
Internal Affairs Officer 2EB4
IOSHA Inspector 1GH4
Interpreter Deaf 2CB4
Landscape Architect 1FB4
Librarian 2KA4
Medical Technologist 1QH4
Microbiologist 1LB4
Museum Specialist 2KC4
Personnel Officer 2NB4

Program Specialist 2RS4
Purchasing Administrator 2TA4
Records Analyst 2KD4
Recreation Leader 2FD4
Rehabilitation Therapist 2FA4
Social Services Specialist 2AH4
Substance Abuse Counselor 2AN4
Surveyor 1DS4
Tax Analyst 2RW4
Telecommunications Specialist 2YG4
Telecommunications Tech 2YF4
Training Officer 2HD4
Veterans' Representative 2NP4
Youth Services Instructor 2DH4

Employees in the following PAT 3 level classifications are to be treated as though they were listed in 31 IAC 1-9-2(D)(1) and 31 IAC 2-11-2(D)(1):

Audit Examiner 2RB3	Internal Affairs Officer 2EB3
Building/Fire Code Specialist 1GB3	IOSHA Inspector 1GH3
Cadet Shift Supervisor 2HM3	Junior Insurance Examiner 2RN3
Cadet Lead Counselor 2HO3	Labor Market Analyst 1CA3
Cadet Lead Instructor 2HN3	LAN Support Technician 1BS3
Chemist 1IB3	Law Enforcement Training Specialist 2HA3
Chief Mine Inspector 1GG3	Legal Analyst 1VA3
Civil Rights Specialist 2CD3	Management Analyst 2TV3
Community Employment Specialist 2NC3	Medical Surveyor 1TB3
Construction Technologist 1DP3	Micro-Biologist 1LB3
Consumer Specialist 2RO3	Mobile X-Ray & Mammography Surveyor 1TG3
Correctional Classification Specialist 2DD3	Network Technician 1BT3
Dairy Farm Specialist 1NN3	Oil/Gas Inspector 1KA3
Disability Claims Adjudicator 2WP3	Parole Officer 2DA3
EEOC Compliance Coordinator 2NR3	Pharmacist 1LA3
Emergency Prep Coordinator 2WE3	Program Specialist 2RS3
Engineering Assistant 1DB3	Protection & Advocacy Coordinator 2CC3
Environmental Chemist 1IC3	Public Health Investigator 1TA3
Environmental Scientist 1LS3	Purchasing Administrator 2TA3
Family Case Coordinator 2AQ3	Records Analyst 2KD3
Field Examiner 2RE3	Security/Telecommunications Systems Director 2YG3
Field Auditor 2RC3	Senior Code Review Official 1GA3
Financial Institutions Examiner 2RD3	State Eligibility Consultant 2AG3
Fluoridation Consultant 1LK3	Statistician 1CB3
Food Scientist 1NE3	Water Planner 1DF3
Forensic Scientist 1IF3	Welfare Consultant 2AF3
General Sanitarian 1NF3	Youth Services Instructor 2DH3
Grant Coordinator 2TF3	
Health Educator 2HG3	
Health Planner 1QN3	
Human Services Program Consultant 2AK3	
Industrial Hygienist 1NA3	

Employees in the following PAT 2 level classifications are to be treated as though they were listed in 31 IAC 1-9-2(D)(1) and 31 IAC 2-11-2(D)(1):

Family Case Manager 2AP2
Human Services Consultant 2AK2

Employees in the following POLE classifications are to be treated as though they were listed in 31 IAC 1-9-2(D)(1) and 31 IAC 2-11-2(D)(1):

Airfield Firefighter 5CA0
Airfield Firefighter Trainer 5CB0
Airfield Firefighter Shift Leader 5CC0
Airfield Security Officer 5CD0
Airfield Security Sergeant 5CE0
Airfield Security Chief 5CF0

Arson Investigator 5SA0

Special Attendant 5MA2

The effect of this change is to authorize employees in these classifications to receive premium overtime compensation as if they were subject to the Fair Labor Standards Act. This change will be reflected in the next set of rule promulgations by the State Personnel Department.

Employees in the following POLE classifications are to be treated as though they were listed in 31 IAC 1-9-2 (D)(1):

Gaming Enforcement Agent 5FH0
Gaming Enforcement Investigator 5FF0
Gaming Enforcement Supervisor 5FB0
Gaming Financial/Background Investigator 5FA0
Gaming Administrator 5FG0
Gaming Control Officer 5FJ0
Gaming Control Supervisor 5FK0
Special Agent 5NA0
Field Agent 5NC0
Special Agent Coordinator 5NB0

The provisions of 31 IAC 1-9-2(l) are being adopted for Gaming Enforcement Agent 5FH0, Gaming Enforcement Investigator 5FF0, Gaming Enforcement Supervisor 5FB0, Gaming Control Officer 5FJ0, Gaming Control Supervisor 5FK0, Special Agent 5NA0, Field Agent 5NC0, and Special Agent Coordinator 5NB0. The same overtime policies and leave accrual practices apply to these classifications as apply to overtime eligible law enforcement officers employed as State Police, Conservation Officers and Excise Police. Gaming Enforcement Agent, Gaming Enforcement Investigator, and Gaming Enforcement Supervisor, Gaming Control Officer 5FJ0, Gaming Control Supervisor 5FK0, Special Agent,

Field Agent, and Special Agent Coordinator will have a normal work period of 170 hours per 28-day cycle. Additional straight time pay will accrue for compensable time in excess of the 170th hour and premium compensation (time and a half) will accrue for hours worked in excess of 171, in a twenty-eight day period. Gaming Enforcement Agent 5FH0, Gaming Enforcement Investigator 5FF0, Gaming Enforcement Supervisor 5FB0, Special Agent 5NA0, Field Agent 5NC0, and Special Agent Coordinator 5NB0 will accrue leave at a rate of 8.5 hours, as is done for similarly situated employees under 31 IAC 1-9-3(I), 31 IAC 1-9-4(E) and 31 IAC 1-9-4.5(G).

The provisions of 31 IAC 1-9-2(I) are not being adopted for Gaming Financial/ Background Investigator 5FA0 and Gaming Administrator 5FG0. Scheduling, overtime policies and leave accrual practices for Gaming Financial/Background Investigator 5FA0 and Gaming Administrator 5FG0 are the same as those applicable to overtime eligible employees that are not law enforcement officers. Additional straight time pay will accrue for compensable time in excess of 37.5 hours per week and premium compensation (time and a half) will accrue for hours worked in excess of 40 hours per week. Gaming Financial/Background Investigator 5FA0 and Gaming Administrator 5FG0 will accrue leave at a rate of 7.5 hours, as is done for similarly situated employees under 31 IAC 1-9-3(A) & (B), 31 IAC 1-9-4(B) and 31 IAC 1-9-4.5(B) & (C).

This FMC rescinds FMC #2004-5, FMC #2006-08 and FMC #2007-5



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